

Job Title: Project Engineer

Req ID: 933

Business Unit: Integrated Water Services

Division: Infrastructure Engineering

Regular/ Auxiliary: Regular

Pay Grade: CAN/05/02/J21

Rate of Pay: \$58.76 - \$65.98 per hour

Hours of Work: 70 hours bi-weekly

Posting Date: July 8, 2024

Closing Date: Open until filled; review of submissions will begin on July 29, 2024.

Summary

This position is accountable for dam safety related project work and is responsible for routine dam safety compliance activities, including surveillance of dams. The role supports the continued development and improvement of the IWS Dam Safety Program, and involves completing routine dam related activities, as well as leading projects to resolve dam safety related issues. The role supports the important need to build the resiliency of the IWS water supply dams and reduce risk against hazards.

Key Duties & Responsibilities

- Performs a wide range of project management and engineering tasks, and technical work in support of the IWS Dam Safety Program.
- Conducts dam safety related studies, assessments, and reviews, and assists with planning and prioritization of operating and capital dam projects.
- Works routinely with engineering staff and consultants, including liaising with internal and external stakeholders.
- Research, analyze, and study technical dam information and performance data. Identify unusual dam conditions prepare response and action plans.
- Handles investigation of a variety of dam safety issues, including gathering information, consulting with external agencies, and identifying and selecting the preferred alternative for completing dam rehabilitation work.
- The position is responsible for coordinating and completing major Dam Safety Program tasks, including:
 - Dam surveillance activities, including inspections.
 - Participating and leading related projects and initiatives.
 - Preparation and updating of dam plans, manuals, and procedures.
 - Supporting documentation of the formalized Dam Safety Management System.
 - Monitoring compliance with regulations, licenses and agreements.

- Preparing and submitting documents to the Dam Safety Office.
- Provides professional certification of work within field of expertise including signing and sealing related design drawings and as-constructed drawings.
- Provides professional and technical expertise, guidance and direction to technicians and staff including acting as project lead as assigned.
- Responsible project engineering duties include:
 - Providing professional and technical expertise, guidance and direction to technicians and staff including acting as project manager when assigned.
 - Updating and continually improving the Dam Safety Management System and related tools and processes.
 - Monitoring and tracking of financial aspects of projects, including budgets, review of invoices, and recommendations for payments.
 - Preparing staff reports and presenting technical information that can be understood by internal/external stakeholders to project teams and stakeholders.
 - Making recommendations and supporting decision making, including preparing action plans, project plans, etc.
 - Implementation of dam projects from scoping through design, construction and commissioning. Dam Safety related projects.
 - Provides project oversight and project management ensuring projects are completed on time and within budget.
- Responsible for contract administration duties including but not limited to:
 - Prepares and reviews contract specifications, drawings, detailed cost estimates, requests for proposals, and tender documents.
 - Receives, evaluates and recommends acceptance or rejection of tenders and proposals.
 - Provides assistance, direction and clarification of contract intent to internal/external stakeholders.
 - Provides contract oversight and administration including overseeing, directing, liaising and negotiating with contractor and/ or consultants.
- Reviews system operations and forecasts potential improvements prior to their need.
- Ensures current standards are adhered to for design, construction and operational matters.
- Maintains up-to-date knowledge and uses experience to evaluate and/or implement engineering standards and practices in compliance with federal and provincial guidelines and legislation.
- Resolves enquiries and complaints from the public and commissions.
- Follows all policies, procedures and standards of the CRD
- Performs other related duties as required.

Additional Information

- None

Key Skills & Abilities

- Excellent communication (verbal and written), interpersonal and team-building skills are required.
- Detailed knowledge of embankment dam design, including knowledge of surveillance systems and performance monitoring.
- Demonstrated experience with high risk type infrastructure, preferably large dams.
- A thorough knowledge of standards, materials, methods of construction and design, contract administration and engineering operations.
- Demonstrated experience with project management and project oversight working with complex and diverse initiatives.
- Demonstrated experience with contract management including providing direction and oversight while ensuring standards and expectations are met.
- Knowledge of and ability to use various computer word processing, spreadsheet and project scheduling programs and databases.
- Excellent presentation skills with demonstrated ability to communicate complex, technical information to non-technical and technical audiences.
- Demonstrated ability to establish and maintain effective working relationships with internal and external stakeholders.
- Knowledge and understanding of WorkSafeBC practices/protocols, Workers' Compensation Act and OHS Regulations and other relevant safety statutes.
- Knowledge of federal/provincial/municipal regulations, legislation, codes, standards and guidelines related to water and wastewater.

Qualifications

- Degree in a related discipline
- A minimum of 10 years' directly related experience
- An equivalent combination of education and experience

Certifications

- Professional engineering (P.Eng.) designation with Engineers and Geoscientists British Columbia (EGBC) or eligibility for designation.
- Valid BC Driver's Licence

APPLICATIONS

To apply for this exciting opportunity, please visit our careers site <https://www.crd.bc.ca/about/careers> and click "Apply now" on the Project Engineer opportunity to submit your resume and covering letter online.

We welcome all qualified applicants to apply and may consider a combination of experience, education and/or training where possible.

The Capital Regional District wishes to thank you for your interest and advises that only those candidates under active consideration will be contacted.

